

**Town of Mansfield Parking Steering Committee for Storrs Center  
Special Meeting  
Thursday, November 21, 2013  
Mansfield Town Hall  
Conference Room B**

**5:00 PM**

**Minutes**

Members Present: Karla Fox (Chair), Paul Aho, Dwight Atherton, Ralph Pemberton

Ex-Officio Members Present: Howard Kaufman and Debbie Lastro with Storrs Center Alliance (by phone), Lon Hultgren, and Cynthia van Zelm

**1. Call to Order**

Chair Karla Fox called the meeting to order at 5:05 pm.

**2. Approval of Minutes from August 7, 2013**

Paul Aho made a motion to approve the minutes from August 7, 2013. Ralph Pemberton seconded the motion. The motion was approved.

**3. Remarks from the Chair**

Ms. Fox deferred her remarks to later in the meeting.

**4. Update on Parking on Wilbur Cross Way**

Lon Hultgren said that diagonal parking is planned on Wilbur Cross Way and it will be mainly 2 hour parking with some 30 minute spots. Currently, this parking is being used for construction vehicles and is not open to the general public.

Mr. Hultgren said he has asked Central Parking to issue warnings as some drivers are not heeding the construction only signs. The Town will put up permanent signs re: parking availability once the construction zone is fairly cleared out.

The Town will also be putting in curb stops to ensure that cars do not hang over the sidewalk too much and there is room for wheelchairs, etc. as well as ensuring safety near the embankment. The curb design is being done by BL Companies.

Howard Kaufman joined the meeting by phone. Mr. Kaufman said they will be discontinuing monthly parking passes except for Storrs Center employees and Oaks residents at the beginning of January. Debbie Lastro said the concern is to make

sure that there is enough parking for employees and customers of the new businesses, especially as the UConn Health Center and UConn Co-op open.

Dwight Atherton asked if parking capacity at the garage is at its limit at both the transient and residential areas. Mr. Kaufman said the EdR is currently paying for 369 spaces but may not be using all of them.

Ms. Fox said she believes that most transient parkers going to the shops are parking in the Dog Lane lot. She said the perception is that there may be limited spots there due to the Oaks designated spots. Mr. Kaufman said the Oaks have 56 spots in the lot with 83 for transient parkers including a few designated spots for businesses such as Storrs Automotive. Mr. Kaufman said that he wants signage to reflect that those designated spots are open for parking after business hours. Ms. Lastro said all 56 of the Oaks spaces have parking passes associated with them.

Ms. Fox asked if there was any discussion about designating more spots in the garage for Oaks residents vs. the Dog Lane lot. Mr. Kaufman said this is possible but would be at EdR's request and would require a change to the agreement with the Town.

Ms. Lastro said the new employees will be parking above the nested area in the garage.

Mr. Hultgren said he is working on quotes for a 3<sup>rd</sup> floor camera at the gate for the nested area.

## **5. One Year Review of Parking Management Plan**

Ms. van Zelm reviewed her suggested changes to the Parking Management Plan.

She noted on page 4 that the Town's parking lease with Storrs Center Alliance and EdR was revised to limit EdR's required spaces in the parking garage to the original amount as EdR does not believe it will need additional spaces when Phase 1C comes on line. Mr. Kaufman said supply and demand is being reviewed on an on-going basis.

With respect to the question of whether the Plan needs to be updated, Mr. Atherton suggested that updates be reflected in an annual report.

With respect to an automated sign that indicates that the garage is full, there is a sign that will go out that indicates the garage is full (page 6). It is not automated.

Ms. van Zelm noted that the Town's Motor Vehicle Traffic and Parking Ordinance/Regulations were revised in July 2013 to reflect requirements around towing, parking and snow removal, and parking appeals (page 8).

With respect to quarterly meetings of the signatories for the Cooperative Agreement, Mr. Hultgren did not think people needed to meet unless there are major concerns. Ms. Fox suggested that dates be established and the signatories

notified. Mr. Hultgren agreed and said that signatories could ask for action items prior to the meetings.

Ms. van Zelm noted that the Cooperative Agreement needs to be extended or modified no later than 120 days prior to July 30, 2014 (page 15). The Committee suggested that perhaps a proxy vote could be used if all could not attend a meeting (*Note: Proxy votes not allowed per Town policy; contact by phone is allowed*).

The Committee discussed communications about parking. Ms. van Zelm said the Partnership website currently includes information on rates, payment options, and a map of locations. Mr. Hultgren said there will be pamphlets and maps, as well as digital information about parking in the transportation center.

Mr. Atherton suggested that information about alternative areas, than the Dog Lane lot, to park i.e., the parking garage be provided to the Town hearings officers. Punitive measures are not as bad in the parking garage. Ms. van Zelm will talk to the State Troopers office.

Ms. van Zelm will draft an annual report.

## **6. Committee Activities and Meeting Dates**

The Committee agreed that it did not want to morph into the Town's Transportation Advisory Committee as their mission is much more broad than the Parking Steering Committee's mission. Mr. Atherton thought that the Transportation Advisory Committee's work could impact the Parking Steering Committee.

Ms. Fox said she would prefer to have an elected Town Council member on the Parking Steering Committee.

Ms. Fox suggested that the Parking Steering Committee and Cooperative Agreement signatory meetings could be one in the same. Ms. van Zelm will schedule quarterly meetings.

Dates were suggested of January 23, April 17, July 17 and October 16 to hold the quarterly combined Parking Steering Committee and Cooperative Agreement signatory meetings.

## **7. Public Comment**

There was no public comment.

## **8. Adjourn**

The meeting adjourned at 6:09.

*Minutes taken by Cynthia van Zelm.*